

Town of Groton, Vermont - Selectboard Minutes January 19, 2017 (draft)

Selectboard Members in Attendance: Mary Grant, and Wade Johnson, Sr.

Attendance for the meeting included: Lisa Hart, Carrie Peters, Debra Johnson, Brent Smith, James Downing, Kitty Diggins, Emilee Hart, Linda Nunn, Henry Knott, Dorothy Knott, Jim Cilley, and Mark Shallberg.

The meeting was called to order at 6:30 PM.

Wade made a motion to approve the minutes of January 5, 2017 with corrections being made, Mary seconded and motion passed.

Lister - Kitty Diggins

Kitty Diggins spoke on the RFP's she had received for the 2018-2019 Reappraisal. She received two appraisals, one from New England Municipal Consultants, from Newbury, MA for \$79,000 (+Annual Support/License Fee \$1200) and the other one from Vermont Appraisal Company from Plainfield, VT for \$64,600 (\$85.00 per parcel/760+ parcels).

Wade made a motion to accept the VT Appraisal Company for \$64,600 (\$85.00 per parcel/760+ parcels) for the 2018-2019 Town of Groton Reappraisal , Mary seconded and motion passed.

First Constable - Jim Downing

Jim Downing handed out a request for an article to be in the warning on ATV's this year. Jim also said that maps will be made to show the different routes for the ATV's and handed out at Town Meeting on March 7, 2017.

Jim stated that he would like to get 2 or 3 cheaper radar signs that he can work with instead of getting the one expensive one that he can't change the speed on. Jim also stated a concern with the Town of Groton's sand and the town garage. Jim has seen other people take it that live in different towns. He suggested maybe of putting a sign up for town residents only.

Selectboard Chair - Mary Grant

Mary Grant spoke on the situation with Rural Edge in dealing with the libraries lease that ended Dec. 31, 2016. Mary had many contacts with them and no luck so Mary posted it on their website and forwarded to the Groton Library and finally heard from them with Rural Edge saying they will get back to the Town of Groton with an update.

Glenna Pound (CPA) worked with delinquent tax collector on January 6th and Glenna reviewed her records. An email was sent to the Selectboard Members stating that DTC was keeping good records. Glenna and Annie reviewed receivables, processes that needed to be in place and procedures for collecting Delinquent Taxes.

Mary Grant stated that there is a change going into the VT Legislature for the Delinquent Tax Collector Position, due to other small towns having controversy.

Town Clerk - Linda Nunn

Linda Nunn spoke on the two proposals she had got for the new Animal Control Person. She received one from the Newbury Veterinary Staff, Newbury, VT and the other from Michele Boyer from East Orange, VT. Both of these proposals were discussed.

Wade made a motion to accept the proposal from Michelle Boyer from East Orange, VT and increase the budget for animal control to \$2500, Mary seconded and motion passed. The new proposal will be put in the 2016 Groton Town Report.

Linda Nunn spoke on the trouble she may have at town meeting this year with the new rules that the State of Vermont has made in reference to voter's registration.

Selectboard Chair - Mary Grant

A letter was received from the Groton Volunteer Fire Department stating that Wayne Knott was chosen for the Groton Fire Chief for the year 2017. Wade made a motion to approve Wayne Knott for Fire Chief of the Groton Volunteer Fire Department for the year 2017, Mary seconded and motion passed.

Mary spoke on the new rules for additional permit and licensing requirements that was received from the Vermont Department of Public Safety, Division of Fire Safety. These will be posted in the town and a copy given to Brad Houghton, the Zoning Administrator.

Treasurer - Lisa Hart

Lisa handed out a new copy of the 2017 budget with corrections made and needs to add the \$2500 for the Animal Control Person.

Lisa spoke with VLCT on the invoice that has not been paid by Scott Trojanowski, on the guardrail damage done back in the spring of 2016. Town received a letter from VLCT denying the claim. But VLCT said they will help pushback, by writing a letter to Scott's insurance company and see if this helps Town to get reimbursed.

Lisa mentioned she has had some people saying they had issues with the change in the Selectboard minutes and wanted this change posted with the minutes. Wade will make a copy of the statutes from the manual of Vermont League of Cities and Towns, to be posted with the Selectboard minutes.

Lisa made a suggestion to the Selectboard, that all staff members and Selectboard members, who gets paid by the town are to sign, new policies and procedures page, 2017 healthcare form and 2017 IRS W-4 Form, she will give each department head for them to pass out. Selectboard agreed.

Lisa stated that NEMRC (Ernie) did not get back to her about the DTC proposal he was going to write for the selectboard.

Lisa said that when Glenna was in the office working with the DTC, the bank statements did not get reconciled. Glenna will be in the office, Friday, January 20, 2017, to help with determining the end of the year figures for the Town Report.

Selectboard Chair - Mary Grant

Mary said that the Selectboard wants to meet with Glenna next Thursday, January 26, 2017 for her proposal for the year 2017 and have her help with the RFP for the 2016 formal audit.

Selectboard - Executive Session

The Selectboard went into Executive Session at 7:20 pm for personnel contracts. The Selectboard came out of Executive Session at 8:30 pm with a decision.

Wade made a motion to hire Mark Shallberg for the new maintenance person for the Town of Groton, Mary seconded and motion passed.

Open to Public

The Selectboard Secretary is to send out letters to all the people who sent resumes for the new maintenance job.

It was discussed that Mark Shallberg needs to have a physical with his Primary Care to make sure he is capable of doing the work. It was discussed that he starts this new job as soon as he can.

The Selectboard signed the orders and open purchase orders.

Agenda for the next special selectboard meeting:

Meeting Called to Order

Review/Approve Minutes - January 19, 2017

Meet with Glenna for proposal for 2017 and RFP for 2016 audit

Finish the Warning for the town report

Adjourn

Wade made a motion at 8:50 to adjourn the meeting, Mary seconded and motion passed.

Respectfully submitted,

Debra Johnson

Selectboard Secretary

Mary Grant (Chair)

Wade Johnson, Sr.